

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

Resolution or Ordinance (Blue) _____
Waiver of First Requested
Recommendations of Boards, Commissions & Committees (Green) _____
Other Business (Pink) _____

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: David A. Huliseberg, Village Manager *DAH*

DATE: May 11, 2009 (B of T) Date: May 21, 2009

TITLE: Lombard Town Centre Request for 2009 Funding *MR*

SUBMITTED BY: Department of Community Development

BACKGROUND/POLICY IMPLICATIONS:

The Economic and Community Development Committee transmits for your consideration a request for \$75,000 to fund Lombard Town Centre's activities for the 2009 fiscal year.

The Economic and Community Development Committee recommended approval of this request along with a recommendation to remove Lombard Town Centre's responsibility to pay for auditing services. A companion memorandum from the Village Finance Director, Tim, Sexton, is attached.

Please place this item on the May 21, 2009 Board of Trustees agenda.

Fiscal Impact/Funding Source:

Review (as necessary):

Village Attorney X

Finance Director X

David A. Huliseberg
Village Manager X

Date _____
Date _____
Date _____

5/14/09

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.



MEMORANDUM

TO: David A. Hulseberg, Village Manager

FROM: William J. Heniff, AICP, Director of Community Development *WJH*

DATE: May 21, 2009

SUBJECT: Lombard Town Centre Request for 2009 Funding

Lombard Town Centre has submitted a request to the Village of Lombard for \$75,000 to fund its activities during the 2009 fiscal year.

BACKGROUND

In 2005, the Village made a commitment to fund at least one-third of Lombard Town Centre's budget for its first three years of the organization's existence, in an amount not to exceed \$75,000 per year. Accordingly, Lombard Town Centre was given \$75,000 in 2005, 2006, 2007, and 2008 for a total of \$300,000.

For your information, the following documents are attached:

- Letter of request from Lombard Town Centre
- 2008 year end report of accomplishments
- 2008 Committee goal results
- 2009 Goals
- Master report of the legislative history for the 2008 LTC request for funding

ACTION REQUESTED

1. The ECDC recommends that the Village Board adopt the attached resolution providing Lombard Town Centre with \$75,000 for the 2009-2010 Village fiscal year.
2. The ECDC recommends that the Village Board amend R133-05 so that the Lombard Town Centre organization shall not be obligated to pay for auditing services as part of their \$75,000 allocation.



To: David A. Hulseberg
Village Manager

From: Timothy Sexton
Director of Finance

Date: May 13, 2009

Subject: Lombard Town Centre

I have been asked to provide information regarding auditing services for the Lombard Town Centre (LTC). Pursuant to Resolution 133-05, Section 2, B, "Lombard Town Centre shall annually provide a copy of federal tax return and annual audit to the Economic and Community Development Committee and the Lombard Finance Department." It is my understanding that no audit has been performed for calendar year 2007 and 2008, and LTC is requesting that the Village reconsider this requirement.

In Illinois, Not-for-Profit Corporations are required to have an annual audit performed unless they meet all three of the following criteria:

1. Have annual contributions of less than \$150,000.
2. Do not use a professional fundraiser.
3. Have total assets of less than \$250,000.

To the best of my knowledge, LTC meets all three of these requirements; therefore there is no legal requirement to have an audit performed by a Certified Public Accountant. However, there are other considerations on whether or not to require an audit. Without an audit, the likelihood of fraud significantly increases. Also, LTC is being funded with TIF revenue from the Downtown TIF. Illinois statute requires that all TIF Funds be audited annually, which the Village complies with. Staff feels that it would be consistent with this audit requirement for TIFs that the Lombard Town Centre also undergoes an annual audit, again as the funding comes from the Downtown TIF.

Essentially, there are four options to resolve this:

1. Do an in-house review of LTC expenditures. This option is one that I would not feel comfortable with, as staff does not have the expertise to do this. Just as with law there are different areas of expertise, the same applies to accounting and finance. And auditing is an area where we do not have expertise. Therefore, I would not recommend this option.
2. Do not require an audit. As discussed above, there is no legal requirement for an audit. However, as also discussed, I believe that requiring an audit of LTC is prudent due to the potential for fraud and the funding that comes from the Downtown TIF.

3. Require LTC to have an annual audit performed with the money they currently receive from the Village.
 4. Require LTC to have an annual audit performed, and the Village will reimburse LTC for these costs up to \$4,000 per calendar year. This amount would be in addition to the annual funding that the Village provides LTC.
- Staff is recommending that the Village Board consider either option 3 or 4, which would require an annual audit of LTC, either through their original funding or through reimbursement of up to \$4,000 per calendar year.

Executive Summary Lombard Town Center

2008 while being a trying year, none the less had its successes. Although some items that were on the goal and performance guideline matrix were not completed, all were started with a completion date of either 2008 or early in 2009. Such items as the Market Research Report, membership increase from 59 members in September of 2008 to 76 members by December 15th 2008, procedures for renewals, development of accuracy of our memberships, development of a balanced budget, identification of structures that could benefit the assistance of Main Street design services, etc... Some things were not completed during 2008; however the current leadership recognized the absolute need for task completion and that would drive the recruitment and selection of the new Board members along with their skill set and passion. Realizing that driving new membership would assist with the fruition of these goals, new types of meetings were created and membership increased.

In retrospect, 2008 with all of its challenges made Lombard Town Center much stronger, the result of adversity has different 2 conclusions. One is, and sometimes the most common, collapse and evaporation of the organization. The other, is the strengthening of the core within the organization. The BOD came together for the good of LTC, realizing the essence of the original ideals, as well creating solidarity of the organization from top to bottom.

Fortunately for Lombard Town Center, we chose option two.

In 2008 Lombard Town Center experienced many changes resulting in various setbacks. LTC had to deal with the resignation of the Executive Director, resignation of the President and Vice President, as well as some of the Board of Directors. Through it all LTC was rebuilt and a new energized Executive Director brought in. The President returned and a new VP was eventually appointed. Sensing that additional Board members would be required for the attainment of the 2008 goals the organization set out to increase membership with an eye towards increasing Board members. That as well as accomplished, and per the by-laws 3 new Board members were appointed.

Outlined in this report will be the goals achieved, more importantly goals to be achieved in 2009. A Executive Directors report, our Design Committee carefully and expertly thought-out vision for today and tomorrow for downtown Lombard. A brief from all 4 Committee's, LTC's direction, accomplishments thus far in 2009, and the remaining years plans. This will be cumulated by our respectful request for continued funding from the TIF in the same amount as rendered for the past 3 years.

Lombard Town Center Closing Remarks and Funding Request

Amount of Request: \$75,000.00 for 2009

Lombard Town Center is respectfully requesting TIF funding, in the amount of \$75,000.00 to continue to operate the Illinois Main Street program. With operating expenses, administration costs, and training our total costs add up to \$75,000.00 for 2009. (Current budget is included with this packet) This creates LTC's absolute requirement to add additional funds outside of the generous TIF for other expenses that fall outside of the minimum necessary costs to be in business. We must gain sponsorships, gain income from fund raising efforts, and continue to expand memberships to satisfy the community.

Our volunteer base is maintaining growth over 2008, the measurement of volunteer hours obtained in 2008 was in excess of 2900 hours resulting in a estimated value of those hours (based on 18.50 hourly) of \$53,650.00. Given the increase in membership and volunteers for 2009 we look to increase the hours to well over 3,000.

With all of the change and challenges of 2008 Lombard Town Centers Board of Directors is extremely excited as we entered 2009. At our annual meeting we welcomed 3 new Board members, elected a new President, officially seated our Vice President, and retained our Treasurer and Secretary. With our Officers in place many new ideas and solutions are forthcoming from the BOD, we are expanding our membership and the Committee's are gathering to finalize and create new work plans for projects that will benefit our residential community, business and property owners.

Committee meetings are well attended, energetic and are held twice monthly. One of the Committee's meetings is open to all members as well as any visitors that wish to attend. This is the Membership Meeting held at Capone's on the first Monday of each month, provided are snacks, beverages, fellowship and fresh ideas regarding our downtown. After introductions and a brief comment, food is served and breakouts into the four committees, with visitors attending any committee's meeting or all of them if they wish. This has created new members and expanded each committee's manpower numbers.

Our property owners have embraced Lombard Town Center in the early months of 2009 we have gone from one member in 2008 to 8 as of March 2009. We all feel a great synergy and culture forming, a can do attitude that will accomplish a number of items and projects that we can all be proud of, projects that will build momentum as we look to the remaining 2009, toward 2010 and beyond.

Although no new leases have been officially signed by restaurants to this date, the ED has been successful with getting thriving businesses to come to downtown and tour our potential. The results have been repeated visits by restaurants that have genuine interest in locating downtown, and one in particular that may enter into negotiations. It will not be long until we have 2 – 3 solid new strong businesses. The concentration thus far has been with the restaurant community, retail is next on the project board, as well as specialty. We do have a thriving new business in Casey's Butcher Shop, a new candy store owner, and a retention business with Sky Center that is relocating to St Charles Road and not outside of the downtown district.

The strength of our relationship with our Village partners, business owners, our home owners, residents and elected officials will determine the overall success of our downtown. Together we will make the difference we have seen in other downtown communities that truly form a partnership with those mentioned above. The success they have achieved is not just a topic of envy, but a roadmap for a successful Downtown Lombard.

All of the Board of Directors, Officers, and the entire LTC membership community are extremely grateful for the Villages past years of financial support. With the momentum we have gained, the new memberships and relationships formed, we look to continued betterment of Downtown Lombard, without continued financial support many advances that have been made, may be lost.

I speak for the LTC Board of Directors, the passion within the organization has never been more intense nor have we been as dedicated as we are currently. Those are attributes that build successes. Thank you for your attention and review of this request, thank you for continued support of LTC, thank you for your commitment now and in the future.

I remain, sincerely yours,

Dan Whittington
President
Lombard Town Center
3/23/2009

To: Bill Heniff, AICP
Director of Community Development
Village of Lombard

From: Laura Bergeson,
Executive Director
Lombard Town Centre

March 18, 2009
2008 Year End Report of Accomplishment: (Attachment to Presidents 2008 Final Report)

2008 Organization Committee Matrix Goals

Goal #1: Develop and maintain accurate list of members
Goal #2: Achieve 25% membership increase

Problem: September 2008: Lombard Town Centre did not have an active Organization Committee. There wasn't any activity or tracking of membership, including renewals:
• 82 original members dropped to 59 members in September 2008

Solution: To Meet Goal #1 and Goal #2:

- Membership Drive & Renewal System in place by September 30, 2008
- Successful Membership Drive from October 7, 2008-December 15, 2008: Recruited 17 new members.
- 3 downtown property owners became paid members by December 15, 2008
- Recruited 1st Corporate Sponsor: Sweet Tomatoes Restaurant as a paid member by December 15, 2008.
- For the 2008 goal, a 25% increase of 59 members equals 14.75 new members.
- Lombard Town Centre surpassed their 2008 goal by increasing membership by 29% with a total membership of 76 members by December 15, 2008.
- In 2009, first time in Lombard Town Centre's history, this organization has 8 property owners as members and soon to be 9 property owners by Wednesday, March 25, 2009
- 2009 Membership Goal: Increase membership by 30% from the current 76 members
- Lombard Town Centre it a 6.84% mark for this year's membership recruitment and well on the way to meeting the 30% increase for 2009.
- This goal was completed on time.

Goal #3: Establish procedure for membership renewals

Problem: Renewals behind 5 months, and lacked a renewal system

Solution: Established a procedure for membership renewals. The new procedure includes the following step:

- 1) Call the member and ask them if they would renew
 - 2) Send an invoice in the mail.
 - 3) Follow-up with a second phone call if check or payment is not received in 10 days.
 - 4) Once the check is received, that members' renewal date is change to the next year on the membership Excel spreadsheet.
 - 5) Add renewal to the monthly recruitment list to retain a monthly record of renewals. Same for new memberships.
 - 6) Photocopy check & deposit slip and place it into an envelope for the Lombard Town Centre Treasurer to pick-up. Same for new memberships.
 - 7) File monthly report into each monthly folder. Same for new memberships.
- This goal was completed on time.

Goal #4: Provide information on specific benefits of becoming a member

- This goal was completed in 2008 prior to my employment. The benefits were created and are listed on the inside fold of Lombard Town Centre's current Membership Application.
- This goal was completed on time.

- The development and approval of the 2008 budget outlining how funds will be spent was accomplished by the former Executive Director and the 2008 Lombard Town Centre Board of Directors. It was finished by February 2008.

2008 Promotions Committee Goals

- Problem:** September 2008: Lombard Town Centre did not have an active Promotions Committee.
- By end of August 2008, the planning for the 2008 fall/winter events had not begun because there wasn't an Executive Director or an active Promotions Committee.

Solution:

- Lombard Town Centre recruited a new volunteer, Jamie Kashin who assisted in all of the planning and executing for the 2008 fall/winter events.
- Successful 2008 fall/winter events with 250+ attendees: Spook Window-Painting, Spooktacular and Jingle Bell Jubilee.
- Eliminated Lombard Town Centre's part-time paid staff to save \$1,000-2,000 a month.
- Jamie Kashin took over the Promotions Committee to free up the Executive Director
- Recruited more volunteers to serve on Promotions to support the new Committee Chair, Jamie Kashin.
- Having a strong Promotions Chair frees up the Executive Director to market the available spaces in downtown.
- So many Executive Directors never break out of the role of "Event Coordinator" and they never do get to the most important task at hand, the empty spaces in their downtowns.
- However, now Lombard Town Centre can say that we did break through that huge barrier due to the current volunteer commitment with Promotions Committee.
- Les Cavada in the Illinois Governors office-Illinois Main Street (217-524-3608) will tell you that Lombard Town Centre is now in a small percentage of Main Street organizations that have **reached this level of success.**

Goal #1: Install sign identifying the Lombard Town Centre Office

- This goal was accomplished by the former Executive Director and the Lombard Town Centre sign is presently hanging outside the door to the office identifying Lombard Town Centre.

Goal #2: Present at least 4 events that draw a minimum of 250 people to the downtown

- In 2008, the following events were presented, planned, and executed to draw a minimum of 250 people to the downtown, accomplishing this goal:

- 1) Ladies Night Out
- 2) Farmers Market
- 3) Spooktacular
- 4) Jingle Bell Jubilee

Goal #3: Design marketing campaign including advertising pieces and media plan

- This goal was accomplished by the former Executive Director and the designed marketing campaign including advertising pieces and media plan were geared toward promoting the following downtown events:

- 1) Ladies Night Out
- 2) Farmers Market
- 3) Spooktacular Window Painting Project
- 4) Spooktacular
- 5) Jingle Bell Jubilee

- For each event, signage and posters were created to be posted in the downtown areas by Main Street, Elizabeth Street and in the storefront windows to advertise each event.
- Mini-advertisements of events would be placed on pizza boxes at Restaurants. Press Releases went to the Lombardian, the Spectator, the Daily Herald, and the Trib Local online.
- Constant Contact and other online sources were used to advertise downtown events.
- Flyers were distributed to all of the local school districts and LTC members were notified by e-mail.

- Funds was spent on large ads in Chicago Parent and in Suburban Life to advertise and attract a broader draw to the downtown.

Problem:

- Lombard Town Centre spends money to host these events, which is critical to the growth of downtown. Lombard Town Centre needs to spend the money, but we need to make the money back that is spent for future events.

Solution:

- Kathy La Plante, Promotions Expert from the National Trust for Historical Preservation has offered to mentor the Promotion Chair and volunteers on how to make money on an event via multiple scheduled phone sessions in Spring/Summer 2009.

- Goal #4: Present a method to gather contact information from event attendees
This will be presented in detail by the Lombard Town Centre President, Dan Whittington.

- Goal #5: Evaluate success of each special event: Cost/benefit analysis, perceived benefits and rank each event.
This will be presented in detail by the Lombard Town Centre President, Dan Whittington.

2008 Economic Restructuring Goals

- Goal #1: Complete thorough electronic database of all LTC area businesses & properties

- In October 2008, the database that was installed into the Lombard Town Centre computer to store records of the downtown businesses and properties was problematic.
- The entire system was deficient and lacked the correct fields that were needed to properly store and track critical information for the downtown.
- A vote was passed to purchase the National Main Street Database and in December 2008, the Main Street Database was purchased and down loaded into the Lombard Town Centre computer.
- Lombard Town Centre has become self-taught to make entries in the property owners & building fields. Pending: Online training for this database with the National Main Street Database Director.

- Goal #2: Conduct thorough market analysis including recommendations on which types of businesses are desirable & which businesses could fill an existing market need.

Problem:

- The Economic Restructuring Committee did not accomplish this goal previous to the Executive Director's employment in September 2008.

- Entire HR Committee disbanded by October 2008.

- Most Municipalities hire a professional marketing firm to conduct a market analysis

- Lack of experience to write a high-level market analysis to meet the goal.

- The new LTC team was given 5 weeks to complete the project and the team had no prior experience writing such an analysis and was faced with a huge learning curve.

Solution:

- Lombard Town Centre adopted the project completed the project by December 2008.

- The team that worked on the projected, completed four preliminary reports covering four comparable towns

- Each preliminary report were heavy with demographics, as well as what restaurants and retailers those comparable towns have in their downtowns that Lombard doesn't currently have in downtown.

- Lombard Town Centre Board made their recommendations to the ECDC Committee.

- The LTC team that completed this project gain experience and knowledge about how comparable towns are structured and learned about price points, anchors, and the downtown mixes.

- Goal #3, 4, 5: This will be presented in detail by the Lombard Town Centre President, Dan Whittington.

2008 Design Goals

- This will be presented in detail by the Lombard Town Centre President, Dan Whittington.

Other Accomplishments in 2008

- Recruitment and Recommendations for new Board Members and all became elected to the 2009 Board Of Directors
- Built trusting relationships with downtown property owners. For the first time in Lombard Town Centre's history, property owners are unified with Lombard Town Centre and are working together with team spirit. Mutual respect has been achieved and property owners are joining in record numbers, as well as a participating.
- With my recruitment efforts, I was able to attract volunteers to designated positions to fill vacant positions to begin to rebuild the Committees and create a stronger Board of Directors.
- I spent my first six months in assisting with building a stronger internal structure that was weakening and now in 2009, the internal structure is strong.
- Successful downtown fall/winter events.
- Successful annual meeting.

2009 Executive Director's Updated Report: Restaurant Recruitment for Downtown

1. Recruited 8 property owners to date as paid Lombard Town Centre members since October 2008.
2. Recruited 6 new members to date
3. Began cold calling restaurants for the downtown on Monday, March 9, 2008. Success in 5 days!
4. On Monday, I only called 3 restaurants: 1) Venus Greek-Cypriot Cuisine from Greek town in Chicago, 2) Fox's Irish Pub, and 3) Mill Race Inn and my closing ratio is 100% because all three restaurant owners toured downtown Lombard with myself and Bill Heniff. Between Monday, March 9 and Friday, March 13, Venus Greek-Cypriot Restaurant and Fox's Irish Pub each visited the downtown twice and Venus said they were interested in 106 W. St. Charles and set up a 3rd Appointment to bring business partners back to see the space on Monday, March 16, 2009. Mill Race Inn also decided that they have a serious interest in 106 W. St. Charles Rd and he e-mail Vern Hammersmith to let him know that he is having his architect cost out the build-out and he need 2 weeks to get back to Vern. Fox's Irish Pub has decided on an undisclosed location and that information has been shared with Bill Heniff who is continuing to work with Tom Fox of Fox's Irish Pub. Fast turn-around!

5. Bill Heniff and I met with Costas and his business partner of Venus Greek Restaurant on Monday, March 16, 2009. Bill explained an overview of the grants and I took him to meet Bill at Brix Pizza who talked up the downtown very well. Costas and his business partner stayed one-hour at Brix to observe the lunch hour traffic flow and taste the food. They were impressed and Costas said to me that they are moving into the direction of wanting to open up a Greek Restaurant at 106 W. St. Charles Rd.
6. Costas and Ted from Venus Greek Restaurant will be downtown for their 4th appointment this week on Thursday, March 19th at 3:30pm to meet with Bill Heniff on Grants and to negotiate a lease with Vern Hammersmith, as well as look at build out.
7. On Tuesday, March 10, 2009, I contacted 7 more Greek restaurants to show our downtown spaces. The results are that Grecian Kitchen from Skokie will be meeting me for a tour on Thursday, March 26, 2009 at 1pm, and Psistaria Greek Restaurant will be meeting me for a tour on Thursday, March 26, 2009 at 2pm and 3 of those Greek Restaurants said no and the last 2 that I called upon out of the 7, I am waiting for a call back.
8. On Wednesday, March 11, 2009, I called Wolf Bakery-Evergreen Park, Naples Bakery-Evergreen Park, Riverside Chocolate Factory-McHenry, and they all said they weren't interested.
9. On Friday, March 13, 2009, I called on El Cortez Mexican Restaurant-Country Club Hills and spoke to the owner, Lucy Cortez. She said she was not interested. However, on Wednesday, March 18, 2009, Lucy called me at the LTC office and said she changed her mind and would like to come see downtown Lombard. So, she is driving here to see the downtown on the afternoon of Wednesday, March 18, 2009.
10. Costas-Venus-Cypriot Greek Cuisine will be in downtown for his 5th meeting with the property owners of 106 W. St. Charles Road Friday, March 27, 2009 to talk about the lease.
11. Met with Ed O'Neil and he agreed to partner with me on showing the old Kens' TV for a Mexican Restaurant & Margarita Bar with outdoor dining. By March 26, Ed agreed to wash the windows and move the motorcycle out of the available space along with the rest of his storage items to get it ready to be shown to Mexican Restaurant Owners. Two Mexican Restaurants are ready for a tour and to be scheduled.

12. Ed O'Neil will become the 9th downtown Property owner to become a Lombard Town Centre member.
13. A Mexican Restaurant is the next initiative of Lombard Town Centre's recruitment plan.
14. Begin to market the old Bank for a bookstore. "The Book Bank"

A Greek Restaurant will be placed into 106 W. St. Charles Road and there are currently 3 Greek Restaurant Owners all looking at that space with serious interest: Venus Greek Restaurant, Grecian Kitchen, and Mill Race Inn. A fourth maybe interested after the showing on March 19, 2009 and that is Psistaria Greek Restaurant. I want back-up Greek Restaurants moving forward with 106 W. St. Charles Road just in case the deal falls through with Costas at Venus-Cypriot Greek Cuisine.

The success has come from asking Lombard Town Centre Members and people within the community to e-mail me their favorite Restaurants outside of Lombard for me to call on. That is how I found Venus Greek Restaurant and the other Restaurant owners that have toured downtown Lombard.

Executive Director: 2009 Goals

- Increase Membership by 30% or more
- Fill at least two vacant spaces in downtown with Restaurants or Retail
- Build a strong Promotions team by recruiting up to 6 more volunteers to work with Jammie Kashin
- Assist the Promotions Committee in implementing the Main Street Retention Program for Existing Businesses-which will require some training from Main Street.
- Continue to call and log all calls for new Restaurants and Retailers-continue to market the downtown until this objective is successfully completed.

XXX

2008 Committee Goal Results

Organization

- Develop and maintain accurate list of members
- Create a newsletter
- Increase membership by 25%
- Establish a membership renewal procedure
- Develop an operating budget, outlining how funds will be spent

Promotion

- Evaluation of each special event, cost benefit & ranking in terms of downtown importance
- Install a sign identifying LTC on St Charles Road
- Participated and promote a minimum of 4 events in the downtown area
- Develop a method to gather contact information from event attendee's

Design

- Develop and prioritize a list of sound projects that would benefit the downtown regarding public improvements
- Initiate use of design services for at least 2 buildings or businesses
- Establish a long term plan for the downtown
- Identify structures that would benefit from Main Street design services
- DESIGN COMMITTEE PROJECTS THAT HAVE BEEN ADDRESSED IN THE LAST 12 MONTHS
- 17 West St. Charles Road – Sweet Street Candy Store – Belinda Mahon, Store Owner, and Rose Connelly, Building Owner
- We have met with the new Owner of Sweet Street and have suggested interior remodeling as well as General Exterior
- improvements to the rear facade of her building, facing the Train Station. We have also done a general design review of the area between this building and the Metra Tracks at the request of Bill Henniff.
- 18-20 West St. Charles – 20 West Wines and Spirits / Dutch Kitchen – Don Tuschereer we did a facade review in relation to 20 West Wines previously. We discussed a marketing plan for Dutch Kitchen with Don and Irene Tuschereer. The Tuschereer's are interested, but have not asked us to proceed with any design services. They would like to find a way to provide a rear entry to Dutch Kitchen, similar to but separate from 20 West Wines and Spirits.

- 21-25 West St. Charles Road - Park Avenue Music – Steve Harnack we have met with Steve Harnack and he authorized us to measure his space and do a marketing plan. However, we have not been able to find a mutual time to visit the space to measure. We are not aware of any pending changes to his space.
- 105-123 West – Capone's Restaurant – Dawn and Danny Clements, Capones would like to do some interior remodeling and wants to propose an Outdoor Dining Area as part of the redevelopment of the parking area by the Village. We have already made recommendations on landscape and façade improvements.
- 225-241 West St. Charles Road - R&R Video / French Market – Dan Harris. We have met with Dan Harris and are working with him in negotiations with a new tenant for the R&R Video Space. He would like to do a remodeling, including exterior work. We have also discussed new signage and landscaping at the perimeter of the property.
- 16 S. Park Avenue - Punky's Pub – Betty. We have tried to call Betty several times to discuss the façade grant program, but she proceeded with the project without us.
- 15 South Park and 27 West Michael Maguire Drive – the old Board Dog Space – Kan Moy. Moy's Bldg on Park and Maguire – We have talked to him about façade improvements and did a marketing plan. A new tenant has opened in that location, but we have not talked with him - We would like to see general façade improvements.
- 1 East St. Charles – Marathon Gas and Dunkin Donuts – Tina Schacht. We have discussed the Dunkin Donuts Wall and some Landscape Improvements at this location. Laura was contacted by Tina Schacht, Marketing Manager for Duncan Donuts, who would like to look into expanding her signage.
- 130 East St. Charles Road – Dupage Heating and Air Conditioning – Steve Collisen. Steve Collisen has asked us to do a marketing plan to assist in leasing his available space. Steve believes the street parking directly in front of his space needs to be restriped to provide parking for customers who may want to visit a new tenant in his space.

Economic Restructuring

- Obtain or create an electronic data base, initiated in 08, completed 1/09
- Conduct a market analysis including 3 "Like" downtown areas and a comparison with Lombard, concluded in early 09, by volunteers. A complete analysis could be done by professionals with somewhat different results, however available funds could not be found
- Begin conversations with businesses, 3 monthly
- Created a business start up guide

Lombard Town Center Committee 2009 Goals

Organization

- Membership drive, 30% increase year over year from 2008
- Newsletter distribution via LTC web site, selected downtown businesses, and Village Hall. Newsletter will be published every 2 months and contain downtown news, event coverage, pictures, interviews with businesses, and a letter from the VP or President, these will be sent directly to members via e mail
- Broaden our e mail delivery to include e mails in Constant Contact's 600 + listings in our data base. E mail announcements and newsletters
- Increase attendance at our monthly Membership meetings, this will inherently increase membership and focus attention on LTC projects as well as create interest in volunteerism needed to successfully man promotions
- Operate with a balanced budget for all of 2009
- Increase fundraising dollars, 5,000.00 is required 10,000 is our goal
- Increase direct sponsorships from Lombard area businesses
- Positively enhance LTC image with all property owners, our downtown businesses owners and managers, our Village Hall, and our Villages community stakeholders such as the Library, Park District, Chamber of Commerce, and Historical Society. Drive relationships and partnerships with these important parts of our Village

Promotions

- Increase business participation by 50% year over year
- Organize, coordinate, execute while providing resources for 3 downtown events that draw a minimum of 250 visitors to downtown. Spooktacular, a new and improved Jingle Bell Jubilee, and our ongoing Passport Program. LTC has a presence and partnership in all downtown events and will continue to increase our presence support with these events
- Develop a plan to assist downtown businesses in understanding who their customers are, by obtaining information such as zip code, address, phone and e mail
- Creation of the "Passport" program. This will tie downtown businesses together in an unified cause to drive additional business by promoting "Shop, Eat, Play & Stay" with a discount card
- Engage in pro bono training programs with Main Street's Promotions Director, Kathy LaPlante, this will enhance income returns on our promotional events, ensuring additional successes
- Recruit an additional 5 Promotional team members
- Work on obtaining a grant from the Illinois Department of Tourism that we can use to obtain brochures for the downtown area and all businesses. Including names and descriptions of all

businesses, annual events taking place in downtown. Along with Lombard's historical attractions, and the rich history of Lombard.

Design

- Offer the following services to property owners
 - Property information worksheets, outlining specific property attributes and general conditions of a specific property
 - Marketing plans, a general view of available tenant space with site plan and parking availability
 - Facade drawing, showing general conditions of existing facade and suggestion for improvements
 - Site planning, show general conditions of site and suggestions for improvements
 - Increase design team and welcome experts that have been associated with design in the past
 - Recommendations to the Village for short term improvements
 - Recommendations to the Village for long term planning issues
- The separate attachment is a preliminary and a draft only, however we feel it prudent to attached with in this report

Economic Restructuring

- Put as much effort in business retention as new business attraction
- Support our ED's talents as a recruiter for new vibrant restaurants and specialty retail
- Continue with the BOD approved "Green" scope for the downtown, recruiting new green businesses or assisting with adaptation to green with regard to our current businesses
- Quarterly meetings with property owners including a guest speaker and various topics relating to marketing their properties
- Quarterly meeting with business owner promoting ways to increase their business or business expansion
- Author Committee job descriptions and fill the gaps
- Begin the effort to start an ER library house in the LTC office
- Complete a building inventory
- Complete a business inventory
- Identify price points in the downtown, for restaurants and retail businesses
- Publicize and promote that LTC is active in the recruitment effort, ask for suggestion from our community

The goals set forth have been put in place and are active within the Committee's



Village of Lombard Master Report

Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org

File Number: 080130

File Number: 080130
File Type: Request
Status: Passed
Version: 0
Reference: Controlling Body: Village Board of Trustees
Requester: Community Development Department
Cost: Introduced: 02/27/2008
File Name: Lombard Town Centre - 2008 Request for Funding
Final Action: 03/20/2008

Title: Lombard Town Centre - 2008 Request for Funding
Request for \$75,000 to fund Lombard Town Centre's activities.

Notes:
Code Sections:
Indexes:
Agenda Number:
Agenda Date: 03/20/2008

Attachments: LTC-funding2008-BOT.doc, lombardtowncentre-2008-2009request for funding.doc
Sponsors:
Enactment Date:
Enactment Number:

History of Legislative File

Ver- Acting Body: Date: Action: Sent To: Due Date: Return Date: Result:

0 Economic & Community Development Committee 03/05/2008 recommended to the Board of Trustees for approval
Pass

Notes: Mr. Nielsen stated that, if the Village is making an investment in Lombard Town Centre, it is important for the organization to have measurable goals. Ms. Gelman stated that the goals still need deadlines, but some have been accomplished. Mr. Hulseberg asked about the timeline for achieving all of the goals. Ms. Gelman stated that it had been left open. Chairperson Moreau asked if the request was for one year only. Ms. Gelman confirmed that it was. Mr. McNicholas asked what Village staff responsibilities have been assumed by Lombard Town Centre. Mr. Hulseberg stated that Lombard Town Centre is supposed to attract new businesses, and the Village still does Cruise Nights. Ms. Gelman added that Main Street does not replace the Village, but adds the participation of residents and businesses in downtown activities. Mr. McNicholas asked if Lombard Town Centre would ever be self-sufficient and how much Village funding is received by other Main Street organizations. Ms. Gelman stated that it would be sensible to move toward self-sufficiency, and other organizations receive a minimum of one-third of their funding from municipalities - anywhere from \$30,000 to \$1.5 million. She added that Lombard Town Centre would also like the Village to staff its Design Committee meetings. Chairperson Moreau stated that the issuance of funding in 2009 should be tied to Lombard Town Centre's achievement of its 2008 goals. Mr. Tovian asked if there would be any benefit to funding the organization for another three years, with the condition that Lombard Town Centre be self-sufficient after that three-year period. Chairperson Moreau stated that she did not want Lombard Town Centre to focus its efforts primarily on fundraising. Mr. Nielsen stated that an annual evaluation would be appropriate.

0 Village Board of Trustees 03/20/2008 approved
Pass
Notes: Trustee Tross requested this item be moved to separate action. He questioned if this was the third or

Village Manager Lichter advised it was the fourth year of funding.

Trustee Tross stated that four years ago Trustee Florey and his committee recommended three years of funding for the Lombard Towne Centre at \$75,000 yearly because of the Main Street Program and historic preservation. He felt that the Lombard Towne Centre had been charged with economic development and, in reviewing this, he did not feel that there had been much economic stimulus. He stated if they are making progress, he had not seen any items that could be quantified. He felt that the emphasis and focus should be on goals and objectives that would stimulate economic growth. He suggested deferring this to the Economic and Community Development Committee to set some measurable goals and objectives for the Lombard Towne Centre.

Christine Yeager, 337 S. Finley (business at 112 W. St. Charles Road), stated she was a resident of Lombard and a business owner in downtown Lombard. She believes the Lombard Towne Centre is still in its infancy. She stated the Lombard Towne Centre hosted several events including the Jingle Bell Jubilee and Farmers' Market that bring people to downtown Lombard. She felt some things could not have measurable goals. She thanked the Village for the support of the Lombard Towne Centre and stated the \$75,000 to the Lombard Towne Centre was less than \$2.00 per resident. She felt if the Village did not fund the Lombard Towne Centre, there would be no office, no phone, and no one to organize events. She stated the volunteers were great, but the volunteers could not do what the \$75,000 does for Lombard. She asked the Village Board to support the Lombard Towne Centre for one more year.

Trustee Moreau stated the Economic and Community Development Committee supported the funding for an additional year. She questioned what the Lombard Towne Centre expected of the Village and what the Village expected from the Lombard Towne Centre. She felt the special events should be evaluated. She stated there had been no agreement toward goals in the past and would like to see more tangible goals. She stated there was a new President, Board and volunteers and was anxious to see what could be accomplished.

Trustee Soderstrom felt it takes a long time to accomplish goals and three years was just a blip on the screen. He felt the Village would be short-sighted if funding was not continued. He agreed that goals and objectives needed to be made and evaluated. He felt between the Lombard Towne Centre, the Economic and Community Development Committee and the two trustees, that goals and objectives could be set and accomplished.

Trustee Tross stated the City of Elmhurst debated over the contracted agent for development of the city center. He felt a target for the Lombard Towne Centre was to fill the vacant stores and that economic viability was not met by vacant stores. He stated he wanted to see benchmarks. Trustee Gron stated that 12 years ago when he ran for trustee, the issues were the same and the challenges were great and unique. He stated he supports the Lombard Towne Centre. Trustee O'Brien stated he was not so positive. He stated that \$225,000 had been spent in the last three years for the Lombard Towne Centre. He felt the taxpayers had paid for services downtown and that they have nothing to show for it.

President Mueller felt the Village had accomplished a lot. He stated that the same things were discussed back in the 1970's including downtown. He was asked if Butterfield Road was the downtown of Lombard and he indicated it was not. He reminded everyone that Lilaac Time was coming and he was amazed to hear that so many people had never visited Lilaac Park. He extended an invitation to residents to visit Lilaac Park, one of the most beautiful parks in the area. He invited residents to visit downtown and see the improvements that had been made. He stated when the population was 4,000 residents visited downtown and now that the population has grown to 45,000, he encouraged residents to again visit downtown and some of the great restaurants including Praga, the Texan Barbecue, Brix, the Grove, Billy's Beef and Lomlings. He stated Praga was expanding with Village assistance and a lot of money had been spent in remodeling the Grove Restaurant. He stated there were other businesses as well including insurance offices and salons. He stated "this is Lombard" and we should not compare ourselves to Wheaton, Glen Ellyn or Elmhurst. He felt residents from other communities were coming to Lombard to shop and dine. He stated there were only 4 vacancies downtown.

Trustee Fitzpatrick stated that it takes so much work to keep downtown stimulated. She felt the Village was just getting started and was confident with the leadership of Trustee Moreau and the Economic and Community Development Committee. She felt three years was nothing and supported the Lombard Towne Centre funding. Trustee Tross stated he supported downtown. He reminded everyone that years ago the Jaycees and other organizations paid for the arrival of Santa downtown and the Christmas decorations. He felt that the downtown business owners should be a part of that and should not look to the Village for everything. Trustee Moreau felt the Lombard Towne Centre and the Village will be judged and needed to use fiduciary responsibility. President Mueller remembered the Chamber purchasing Christmas decorations unasssembled as it

was less expensive and the fire department and public works department employees having to assemble the decorations and then put them up. He stated the Village donated the labor. Trustee O'Brien stated this is a capitalist society and that business owners should be responsible for running their own businesses. He stated if you have your own business, you know how hard it is and that you have to work to succeed. He did not feel the Village constantly giving money was a good idea. He stated he supported the Lombard Towne Centre, but did not think the Village should continue to support in the future. President Mueller stated the Village had made an investment in downtown and invited residents to visit the downtown. He wished everyone a blessed Easter.

Lombard Town Centre
Balance Sheet
As of March 31, 2009

Mar 31, 09

| ASSETS | |
|---------------------------------------|------------------|
| Current Assets | |
| Checking/Savings | 3,111.22 |
| Fifth Third Checking | 3,593.64 |
| Fifth Third Debit Account | 33,521.22 |
| Fifth Third Money Market | 40,226.08 |
| Other Current Assets | |
| Petty Cash | 204.92 |
| Total Other Current Assets | 204.92 |
| Total Current Assets | 40,431.00 |
| TOTAL ASSETS | |
| 40,431.00 | |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Payroll Liabilities | 372.00 |
| Federal Withholding | 214.62 |
| Social Security-Company | 214.62 |
| Social Security-Employee | 50.20 |
| Medicare-Company | 50.20 |
| Medicare-Employee | 50.20 |
| State Withholding | 99.24 |
| Accrued SUTA | 62.31 |
| Total Payroll Liabilities | 1,063.19 |
| Total Other Current Liabilities | 1,063.19 |
| Total Current Liabilities | 1,063.19 |
| Equity | |
| Retained Earnings | 55,769.42 |
| Net Income | -16,401.61 |
| Total Equity | 39,367.81 |
| TOTAL LIABILITIES & EQUITY | 40,431.00 |

Lombard Town Centre
Profit & Loss
January through March 2009

| Jan - Mar 09 | |
|-------------------------------|------------|
| Income | 468.40 |
| Donations | 10.38 |
| Interest Income | 1,325.00 |
| Membership Dues | 1,803.78 |
| Total Income | 3,597.56 |
| Expense | |
| Administrative Expenses | 67.00 |
| Licenses & Fees | 158.95 |
| Local Travel | 65.77 |
| Misc. Expenses | 172.13 |
| Office Supplies | 10,384.62 |
| Payroll Expenses | 856.74 |
| Salaries & Wages | 11,241.36 |
| Payroll Taxes | 50.40 |
| Total Payroll Expenses | 45.00 |
| Postage | 1,575.00 |
| Subscriptions | 497.61 |
| Rent | 368.67 |
| Telephone | 14,241.89 |
| Utilities | 20.00 |
| Total Administrative Expenses | 20.00 |
| Economic | |
| Miscellaneous | 20.00 |
| Total Economic | 20.00 |
| Organization | |
| Annual Meeting | 1,764.41 |
| Board Meetings | 183.86 |
| Community Relations | 107.05 |
| Constant Contact | 74.38 |
| Professional Dues | 200.00 |
| Training Expenses | 611.25 |
| Hotel | 374.34 |
| Meals | 158.21 |
| Publications | 345.00 |
| Seminars | 1,488.80 |
| Total Training Expenses | 1,488.80 |
| Website Expenses | 125.00 |
| Total Organization | 3,943.50 |
| Total Program Expenses | 3,963.50 |
| Total Expense | 18,205.39 |
| Net Income | -16,401.61 |

Lombard Town Centre
YTD March 2009

| | 2009 Budget | 2009 Actual |
|------------------------|-----------------|----------------|
| Income: | | |
| Village Funding | \$75,000 | \$0 |
| Events: | | |
| Mutt Strut | \$0 | \$0 |
| Taste of Lombard | \$0 | \$0 |
| Cruise Night Booth | \$0 | \$0 |
| Ladies Night Out | \$0 | \$0 |
| Fundraisers | <u>\$5,000</u> | <u>\$0</u> |
| Total Events | \$5,000 | \$0 |
| Sponsorship: | | |
| Farmer's Market | \$0 | \$0 |
| Spooktacular Saturday | \$0 | \$0 |
| Promotional Brochure | <u>\$3,000</u> | <u>\$0</u> |
| Total Sponsorship | \$3,000 | \$0 |
| Business to Business | \$0 | \$0 |
| Donations | \$1,000 | \$468 |
| Interest Income | \$100 | \$10 |
| Membership Dues | \$6,600 | \$1,325 |
| Other Income | <u>\$0</u> | <u>\$0</u> |
| Total Income | \$90,700 | \$1,803 |
| Expenses: | | |
| Administrative: | | |
| Advertising | \$0 | \$0 |
| Bank Charges | \$15 | \$0 |
| Cleaning & Maintenance | \$0 | \$0 |
| Insurance: | | |
| Directors | \$1,340 | \$0 |
| Medical | \$0 | \$0 |
| Workmen's Comp | <u>\$675</u> | <u>\$0</u> |
| Total Insurance | \$2,015 | \$0 |
| Licenses & Fees | \$700 | \$67 |
| Local Travel | \$350 | \$159 |
| Miscellaneous | \$100 | \$66 |

**Lombard Town Centre
YTD March 2009**

| | 2009 Budget | 2009 Actual |
|--------------------------------------|-----------------|-----------------|
| Office: | | |
| Copying Costs | \$0 | \$0 |
| Equipment | \$0 | \$0 |
| Supplies | <u>\$1,150</u> | <u>\$172</u> |
| Total Office | \$1,150 | \$172 |
| Payroll Expenses: | | |
| Salaries & Wages | \$50,000 | \$10,385 |
| Payroll Taxes | <u>\$3,900</u> | <u>\$857</u> |
| Total Payroll Expenses | \$53,900 | \$11,242 |
| Postage | \$200 | \$50 |
| Professional Fees | \$0 | \$0 |
| Rent | \$6,300 | \$1,575 |
| Sign | \$0 | \$0 |
| Subscriptions | \$45 | \$45 |
| Telephone/Internet | \$2,190 | \$498 |
| Utilities | <u>\$1,290</u> | <u>\$369</u> |
| Total Administrative Expenses | \$68,255 | \$14,243 |
| Program: | | |
| Design: | | |
| Beautification/Gardening | \$100 | \$0 |
| Design Services | \$0 | \$0 |
| Town Hall Meetings | <u>\$0</u> | <u>\$0</u> |
| Total Design | \$100 | \$0 |
| Economic: | | |
| Business Start Up Guide | \$0 | \$0 |
| Business to Business | \$0 | \$0 |
| Gifts (Grand Openings) | \$100 | \$0 |
| Miscellaneous | \$100 | \$20 |
| Research Intern | <u>\$0</u> | <u>\$0</u> |
| Total Economic | \$200 | \$20 |

**Lombard Town Centre
YTD March 2009**

| | 2009 Budget | 2009 Actual |
|--|--------------|--------------|
| Organization: | | |
| Annual Meeting/Volunteer Recognition: | | |
| Catering/Room | \$0 | |
| Invitations | \$0 | |
| Postage | \$0 | |
| Gifts | <u>\$0</u> | |
| Total Annual Meeting/Volunteer Recognition | \$1,800 | \$1,764 |
| Board/Membership Meetings | \$700 | \$184 |
| Community Relations | \$500 | \$107 |
| Constant Contact | \$360 | \$74 |
| Database | \$0 | \$0 |
| Fundraising: | | |
| Cruise Night Booth | \$0 | \$0 |
| Fundraiser Dinner | \$0 | \$0 |
| Miscellaneous | <u>\$0</u> | <u>\$0</u> |
| Total Fundraising | \$0 | \$0 |
| Membership: | | |
| Drive Materials | \$0 | \$0 |
| Membership Brochures | <u>\$0</u> | <u>\$0</u> |
| Total Membership | \$0 | \$0 |
| Newsletter | \$500 | \$0 |
| Professional Dues | \$450 | \$200 |
| Training: | | |
| Conference/Seminar/Training | \$2,235 | \$345 |
| Hotel | \$2,860 | \$611 |
| Meals | \$900 | \$374 |
| Publications | \$200 | \$158 |
| Travel | <u>\$550</u> | <u>\$0</u> |
| Total Training | \$6,745 | \$1,488 |
| Volunteer Recruitment | \$0 | \$0 |
| Website | <u>\$675</u> | <u>\$125</u> |
| Total Organization | \$11,730 | \$3,942 |

Lombard Town Centre
YTD March 2009

| | 2009 Budget | 2009 Actual |
|-------------------------------|-----------------|------------------|
| Promotion: | | |
| Downtown Promotional Brochure | \$3,000 | \$0 |
| Passport Program | \$325 | |
| Farmer's Market | | |
| Advertising | \$1,250 | \$0 |
| Miscellaneous | \$210 | \$0 |
| Set Up | \$0 | \$0 |
| Less: Bensidown Reimbursement | <u>\$0</u> | <u>\$0</u> |
| Total Farmer's Market | \$1,460 | \$0 |
| Jinglebell Jubilee: | | |
| Advertising | \$1,134 | \$0 |
| Entertainment | \$500 | \$0 |
| Miscellaneous | \$1,232 | \$0 |
| Reimbursements | <u>-\$1,274</u> | <u>\$0</u> |
| Total Jinglebell Jubilee | \$1,592 | \$0 |
| Ladies Night Out: | | |
| Advertising | \$940 | \$0 |
| Miscellaneous | \$25 | \$0 |
| Reimbursements | <u>-\$965</u> | <u>\$0</u> |
| Total Ladies Night Out | \$0 | \$0 |
| Mutt Strut | \$0 | \$0 |
| Parade (4th of July) | \$0 | \$0 |
| Parade (Lilac) | \$0 | \$0 |
| Spooktacular Saturday | \$0 | \$0 |
| Advertising | \$1,162 | \$0 |
| Entertainment | \$1,096 | \$0 |
| Miscellaneous | \$723 | \$0 |
| Reimbursements | <u>-\$200</u> | <u>\$0</u> |
| Total Spooktacular Saturday | <u>\$2,781</u> | <u>\$0</u> |
| Total Promotion | <u>\$9,158</u> | <u>\$0</u> |
| Total Program Expenses | <u>\$21,188</u> | <u>\$3,962</u> |
| Total Expenses | <u>\$89,443</u> | <u>\$18,205</u> |
| Net Income (Loss) | <u>\$1,257</u> | <u>-\$16,402</u> |

COPY

RESOLUTION
R 133-05

**A RESOLUTION RECOGNIZING
LOMBARD TOWNE CENTRE AS THE OFFICIAL
ILLINOIS MAIN STREET PROGRAM ORGANIZATION SERVING THE
VILLAGE OF LOMBARD**

WHEREAS, a Lombard Towne Centre was established to serve as the as the Main Street organization for the Village of Lombard with its purpose being to stimulate economic development and preservation within downtown Lombard, thereby lessening the economic development burden on municipal government; and

WHEREAS, the President and Board of Trustees of the Village passed Resolution No. R 38-05, on August 19, 2004, endorsing the concept of a local Main Street organization and the submital of an application to the State of Illinois to become an Illinois Main Street Community; and

WHEREAS, said application was submitted to the Illinois Main Street Program; and

WHEREAS, Lombard received membership status as a Illinois Main Street Community in October 2004, and

WHEREAS, Board of Trustees of the Village has made a commitment to provide financial support for as least one-third (1/3rd) of the Lombard Towne Centre's budget for the first three (3) years of the organization's existence, in an amount not to exceed \$75,000 dollars per year;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS, as follows:

SECTION 1: That the President and the Board of Trustees of the Village of Lombard does hereby recognize Lombard Towne Centre, an Illinois not-for-profit corporation, as the official Illinois Main Street Program organization for the Village of Lombard.

SECTION 2: That the President and Board of Trustees does hereby authorize the Finance Department to disperse the funds appropriated for the initial year of Lombard's involvement in the Illinois Main Street Program to the Lombard Towne Centre, subject to Lombard Towne Centre complying with the following:

A. Lombard Towne Centre shall, on no less than a quarterly basis, update the Economic and Community Development Committee on the organization's activities.

B. Lombard Towne Centre shall annually provide a copy of federal tax return and annual audit to the Economic and Community Development Committee and the Lombard Finance Department.

C. Lombard Towne Centre shall make an annual report to the President and Board of Trustees, in May of each year, setting forth the activities of the organization during the prior year and explaining how said activities have been of benefit to the economic viability of the Village.

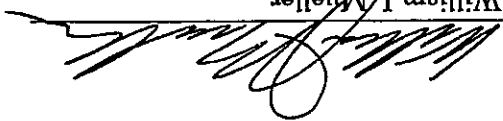
Adopted this 19th day of May, 2005, pursuant to a roll call vote as follows:

Ayes: Trustees Gron, Tross, O'Brien, Sebby, Florey and Soderstrom

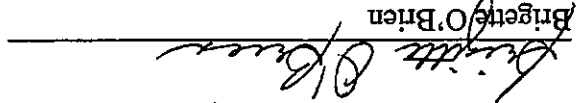
Nays: None

Absent: None

Approved by me this 19th day of May, 2005.


William J. Mueller
Village President

ATTEST:


Brigitte O'Brien
Village Clerk

R
RESOLUTION
09

**A RESOLUTION PROVIDING FUNDING FOR
LOMBARD TOWN CENTRE AS THE OFFICIAL
ILLINOIS MAIN STREET PROGRAM SERVING THE
VILLAGE OF LOMBARD**

WHEREAS, a Lombard Town Centre was established to serve as the as the Main Street organization for the Village of Lombard with its purpose being to stimulate economic development and preservation within downtown Lombard, thereby lessening the economic development burden on municipal government; and

WHEREAS, the President and Board of Trustees of the Village passed Resolution No. R 38-05, on August 19, 2004 endorsing the concept of a local Main Street organization and the submittal of an application to the State of Illinois to become an Illinois Main Street Community; and

WHEREAS, said application was submitted to the Illinois Main Street Program; and

WHEREAS, Lombard received membership status as a Illinois Main Street Community in October 2004, and

WHEREAS, the Village has previously provided funding assisted to Lombard Town Centre in an amount of \$75,000 in furtherance of their activities for the 2005 to 2008 years; and

WHEREAS, Board of Trustees of the Village has made a commitment to provide financial support for the 2009 year;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS, as follows:

SECTION 1: That the President and the Board of Trustees of the Village of Lombard does hereby recognize Lombard Town Centre, an Illinois not-for-profit corporation, as the official Illinois Main Street Program organization for the Village of Lombard.

SECTION 2: That the President and Board of Trustees does hereby authorize the Finance Department to disperse the funds appropriated for the initial year of Lombard's involvement in the Illinois Main Street Program to the Lombard Town Centre, subject to Lombard Town Centre complying with the following:

A. Lombard Town Centre shall, on no less than a quarterly basis, update the Economic and Community Development Committee on the organization's activities.

B. Lombard Town Centre shall annually provide a copy of federal tax return and annual audit to the Economic and Community Development Committee and the Lombard Finance Department. The costs associated with the annual audit shall not be required to be borne by the Lombard Town Centre as part of their \$75,000 allocation.

C. Lombard Town Centre shall make an annual report to the President and Board of Trustees, in May of each year, setting forth the activities of the organization during the prior year and explaining how said activities have been of benefit to the economic viability of the Village.

Adopted this _____ day of _____, 2009, pursuant to a roll call vote as follows:

Ayes: _____
Nays: _____
Absent: _____

Approved by me this _____ day of _____, 2009.

William J. Mueller
Village President

ATTEST:

Brigette O'Brien
Village Clerk